

CITY OF RICHMOND EXPOSURE CHART

This table and information is meant to act as a framework to how the City of Richmond will respond to exposures and confirmed cases of COVID-19, based on available public health guidance as of the version date. In all circumstances, the employee and the department need to work with Risk Management to ensure the most recent public health guidance is being applied.

	<u>A</u> What do I do if I have symptoms identified with COVID-19?	<u>B</u> What do I do if I have a laboratory-confirmed case of COVID-19?	<u>C</u> What do I do if I've been in <u>close contact</u> ¹ with someone with confirmed COVID-19? <i>(while being less than 6 feet from them for greater than 15 minutes).</i>	<u>D</u> What do I do if I, or a member of my family, has been exposed to someone with confirmed COVID-19 while social distancing (> 6 feet)?
Step 1	Do not come to work!	Do not come to work!	If you are not vaccinated, do not come to work! Fully vaccinated people with no COVID-like symptoms do not need to <u>quarantine</u> or be tested following an exposure to someone with suspected or confirmed COVID-19, as their risk of infection is low.	Complete the self - assessment and temperature check prior to coming to work.
Step 2 Notification	Report to covidreporting@ci.richmond.ca.us Notify supervisor of absence (Supervisors to immediately report to a COVID exposure coordinator ²)	Report to covidreporting@ci.richmond.ca.us Notify supervisor of absence	Report to covidreporting@ci.richmond.ca.us Notify supervisor of absence	N/A
Step 3	Work with your Supervisor and/or HR to determine all	Work with your Supervisor and/or HR to determine all	If you are just reporting a possible exposure, no contact	N/A

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Tracing	persons that you were in close contact with (being <6 feet from them for > 15 total minutes in 24 hours) during the 48 hours prior to the beginning of the symptoms.	persons that you were in close contact with (being <6 feet from them for > 15 total minutes within 24 hours) during the 48 hours prior to the beginning of the symptoms (or positive test if asymptomatic)	tracing is necessary.	
Step 4 Testing	You are strongly encouraged to get a COVID test. ³	N/A	You may consider getting a COVID test. ³	You may consider getting a COVID test. ³
Step 5 Isolation & Quarantine *	<p>You must self-isolate for at least 10 days since symptoms appeared AND</p> <p>At least 24 hours have passed since last fever without the use of fever-reducing medications <u>and</u> symptoms (e.g., cough, shortness of breath) have improved</p> <p>If you test negative for COVID-19, you may return when your symptoms improve.</p> <p>Home isolation</p>	<p>You must self-isolate for at least 10 days since symptoms appeared (if asymptomatic, then from test date) AND</p> <p>At least 24 hours have passed since last fever without the use of fever-reducing medications <u>and</u> symptoms (e.g., cough, shortness of breath) have improved</p> <p>Exception: Isolation can end on Day 5 or later if the symptoms are resolving and the employee tests</p>	<p>For <u>unvaccinated</u> employees: If you do not live with someone who has COVID-19, your quarantine will end after 10 days, if you don't develop symptoms.</p> <p>If you develop symptoms, refer to column A.</p> <p>Exception: Quarantine can end on Day 5 if asymptomatic and the employee tests negative on Day 5 or later</p> <p>Home Quarantine Instructions</p>	N/A

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	instructions	negative on Day 5 or later Home isolation instructions		
Step 6 Work Status	Work with your supervisor to see if telework is an option.	Work with your supervisor to see if telework is an option.	Work with your supervisor to see if telework is an option.	If you are symptom free, come to work.
Step 7 Return to Work	You may return to work when you meet the criteria for ending self- isolation or your provider determines you are cleared to return.	You may return to work when you meet the criteria for ending self- isolation or your provider determines you are cleared to return.	After the quarantine period, you are to self-assess your symptoms – if symptom free (and fever free), you may return to work.	N/A
Return to Work Guidelines Certification for Return to Work Form				

¹ [Close Contact](#) Defined (10/26/20) “Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period* starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.”

Contacts of contacts: Per the CDC, you do not need to quarantine if you have been around someone who was in contact with a person with COVID-19, unless your direct close contact develops COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/faq.html> 10/5/20)

[CDC Interim Guidelines for Vaccinated Individuals](#)

² COVID Coordinators for exposure reporting: [Laura Marquez](#) 510-620-6974 | [Catherine Selkirk](#) 510-620-5433

³ For testing resources in Contra Costa County, please visit: <https://www.coronavirus.cchealth.org/get-tested> or your primary care physician.

*Where quarantine would compromise essential operations, in accordance with applicable health orders, the City may determine that some employees who A) did not require hospitalization or B) are critical essential workers, may return to work sooner than 10 days by considering certain criteria specific to the workplace and employee:

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- The employee is able to wear a surgical mask throughout the work day, except while eating, and comply with all infection prevention procedures. A cloth face covering may also be used in the event of mask shortage.
- The facility has implemented all best practice infection prevention procedures, as determined by the local health department.
- Pre-screening to assess employee temperature and symptoms prior to starting work has been implemented, ideally before entering the facility.
- Employee is able to self-monitor for temperature and symptoms at home and work.
- Employee is able to maintain a minimum of six feet of distance from other employees in the workplace. Of note, six feet does not prevent all transmission of SARS-CoV-2.
- Physical barriers are in place between fixed employee work locations to supplement distancing.
- Cleaning and disinfection of all areas and shared equipment can be performed routinely in the workplace.